

FINANCE AND ASSET MANAGEMENT COMMITTEE

MEETING MINUTES



August 1, 2022,
IMMEDIATELY FOLLOWING THE GENERAL GOVERNMENT COMMITTEE MEETING
Board of Commissioners Meeting Location
304 E. Grand River Ave., Board Chambers, Howell, Michigan
Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC
<https://us02web.zoom.us/j/3997000062>

Members Present: Mitchell Zajac, Jay Drick, Carol S. Griffith
Members Absent: Martin Smith

1. CALL MEETING TO ORDER

The meeting was called to order by Commissioner Zajac at 6:32 p.m.

2. ROLL CALL

Roll call by the recording secretary indicated the presence of a quorum.

3. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

It was moved by C. Griffith
Seconded by J. Drick

Yes (3): M. Zajac, J. Drick, and C. Griffith
Absent (1): M. Smith

Motion Carried (3 to 0)

4. APPROVAL OF MINUTES

4.1 Minutes of meeting dated: July 5, 2022

Motion to approve the Minutes as presented.

It was moved by C. Griffith
Seconded by J. Drick

Yes (3): M. Zajac, J. Drick, and C. Griffith
Absent (1): M. Smith

Motion Carried (3 to 0)

5. CALL TO THE PUBLIC

Linda Walker, Unadilla Twp Supervisor, addressed the members of the Committee.

6. DISCUSSION

6.1 Budget to Actual Revenues & Expenses

Cindy Arbanas, County Finance Officer, presented the year-to-date revenues and expenses of the County's General Fund as of July 31, 2022.

6.2 Pension Liability

Nathan Burd, County Administrator, reported no changes since the actuarial of 83% funded was shared last month. Still investigating incentive plans.

6.3 Capital Improvement Plan Overview

Nathan thanked the Board for adopting the CIP for 202-24 as presented at the

6.4 ARPA Requirements & Requests

Nathan Burd, County Administrator, introduced John Gionopolis from Guidehouse, being present to answer any questions that may come up this evening. ARPA requests totaled \$76M to utilize the \$37.2M ARPA funds.

Cindy Arbanas, Finance Officer, reviewed ARPA funds that have been obligated as of 7.31.22. \$10.4M authorized for pre-pandemic level staffing in vision tour resolution. Cindy reviewed the purpose and allowable uses for this expenditure, explained the formula for the adjusted pre-pandemic baseline and how that is compared to the budgeted FTE's from March 2021, 44.8 FTEs to charge to ARPA. In-turn those salary funds will be returned to the GF for reallocation. Cindy reviewed in detail what projects have been authorized. Pre-pandemic staffing levels, staff positions related to the pandemic, and the contract for Guidehouse are all items that have been authorized to utilize ARPA funds.

Commissioner Zajac recommended a Work Session to map out projects. Commissioners Nakagiri and Drick would support a group discussion to determine Commissioner priorities. Commissioners Gross and Helzerman were invited from the audience to provide comments on their interest in a Work Session. A Work Session will be scheduled by the Administrator and Board Chairman, Commissioner Nakagiri.

6.5 Potential Upcoming Unbudgeted Expenditures & Revenue Reductions

Cindy reported that the Sheriff is struggling with staffing and the OT budget is being utilized much quicker than expected.

6.6 Strategic Plan Overview

Nathan reviewed items in the Strategic Plan. A meeting will be scheduled in early 2023 with Lew Bender to update the BOC and possible revisions.

***6.7 Call to the Public:**

Joe Parker, Iosco Township Trustee, addressed members of the committee

7. RESOLUTIONS FOR CONSIDERATION

7.1 Facility Services

Resolution Authorizing the Replacement of the East Complex Roof

Recommend motion to the Board of Commissioners.

Moved by: J. Drick

Seconded by: C. Griffith

Kevin Eggleston, Deputy Department Director, presented the resolution and answered questions from committee members. Chris Folts, Department Director was also present to answer questions.

Yes (3): M. Zajac, J. Drick, and C. Griffith

Absent (1): M. Smith

Motion Carried (3 to 0)

7.2 Facility Services

Resolution Authorizing a Phase One Feasibility Study for Moving Brighton Court to the Judicial Center

Recommend motion to the Board of Commissioners.

Moved by: C. Griffith

Seconded by: J. Drick

Kevin Eggleston, Deputy Department Director, presented the resolution and answered questions from committee members. Chris Folts, Department Director, was also present to answer questions.

Yes (3): M. Zajac, J. Drick, and C. Griffith
Absent (1): M. Smith

Motion Carried (3 to 0)

Motion to amend the resolution to include the funding source (general fund contingency).

It was moved by C. Griffith
Seconded by J. Drick

Yes (3): M. Zajac, J. Drick, and C. Griffith
Absent (1): M. Smith

Amendment Carried (3 to 0)

8. ADJOURNMENT

Motion to adjourn the meeting at 7:28 p.m.

It was moved by C. Griffith
Seconded by J. Drick

Yes (3): M. Zajac, J. Drick, and C. Griffith
Absent (1): M. Smith

Motion Carried (3 to 0)

Natalie Hunt, Recording Secretary